

Lansing, Michigan

July 18, 2000

A regular meeting of the State Administrative Board was held in the State Capitol, Senate Appropriations Room, 3rd Floor, on Tuesday, July 18, 2000, at 11:00 a.m.

Present: Cathy Wilson, Deputy Director of State Government Affairs,
representing John Engler, Governor, Chairperson
Dan Gustafson, Chief of Staff, representing Dick Posthumus, Lt.
Governor
Theodore Hughes, Assistant Attorney General for Law, representing
Jennifer M. Granholm, Attorney General
Julie Croll, Deputy State Treasurer, representing Mark A. Murray,
State Treasurer
A. Edwin Dore, Deputy Secretary of State, representing Candice
Miller, Secretary of State
Jean Shane, Executive Assistant, representing Arthur Ellis,
Superintendent of Public Instruction

Arlene Oisten, Secretary

Absent: None

Others Present: Sherry Bond, James Burris, Kathryn Jones, of the Department of
Management and Budget; Randy Knapp of the Department of
Transportation; Karl G. Trautman, Senate Democratic Staff;
Reverend Pam Mathieu of Mt. Hope United Methodist Church

1. CALL TO ORDER:

The meeting was called to order by Ms. Wilson. Reverend Dr. Linda Hollies
of Mt. Hope United Methodist Church in Lansing gave the invocation. Ms.
Wilson led the Pledge of Allegiance to the Flag.

2. READING OF MINUTES OF PRECEDING MEETING AND APPROVAL THEREOF:

Mr. Hughes moved that the minutes of the State Administrative Board for the regular meeting of July 5, 2000, be approved as distributed. Mr. Gustafson supported the motion, and it was unanimously adopted.

3. HEARING OF CITIZENS ON MATTERS FALLING UNDER JURISDICTION OF THE BOARD:

None

4. COMMUNICATIONS:

None

5. UNFINISHED BUSINESS:

None

6. NEW BUSINESS:

Certified Retention and Disposal Schedule:

Charter Township of Bloomfield, Police Department, 6/13/00

Retention and Disposal Schedules:

Consumer and Industry Services, Bureau of Safety and Regulation, Appeals Division, 5/30/00

Consumer and Industry Services, Unemployment Agency, Bureau of Information Technology, 4/24/00

Consumer and Industry Services, Unemployment Agency, Office of Appeals, 4/24/00

Mr. Hughes moved that the Certified Retention and Disposal Schedule and the Retention and Disposal Schedules be approved and adopted. The motion was supported by Ms. Shane, and unanimously approved.

7. REPORTS AND RECOMMENDATIONS OF COMMITTEES:

(Please see the following page)

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Ms. Croll presented the Finance and Claims Committee Report covering the regular meeting held July 11, 2000. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Finance and Claims Committee Report of July 11, 2000 be approved and adopted. The motion was supported by Mr. Hughes and unanimously approved.

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Ms. Croll presented the Building Committee Report covering the regular meeting held July 12, 2000. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Building Committee Report of July 12, 2000 be approved and adopted. The motion was supported by Ms. Shane and unanimously approved.

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Mr. Dore gave the presentation of the Transportation and Natural Resources Committee Report for the regular meeting of July 12, 2000. After presentation and review of the forgoing Transportation and Natural Resource Committee Report, Mr. Dore moved that the Transportation and Natural Resources Committee Report covering the regular meeting held July 12, 2000 be approved and adopted. The motion was supported by Mr. Gustafson and unanimously approved.

7. MOTIONS AND RESOLUTIONS:
None

8. ADJOURNMENT:

Mr. Hughes moved the meeting be adjourned. The motion was supported by Mr. Dore and unanimously approved. Ms. Wilson adjourned the meeting.

SECRETARY

CHAIRPERSON